

Talent Acquisition Cover Letter

7426 Stanley Course
Kristoferchester, VT 89409-7441

Dear Reese Ruecker,

I am excited to be applying for the position of talent acquisition. Please accept this letter and the attached resume as my interest in this position.

Previously, I was responsible for reporting on open positions, resume tracking, number of interviews per position, number of days to fill a position, retention of new hires, on a regular basis and make recommendations to improve processes and results.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Experience developing recruiting strategies
- Experience managing relationships with department managers
- Experience overseeing vendor management
- Skilled in evaluating and assessing people
- Skilled in process re-engineering
- Strong knowledge in recruiting and contractor sourcing
- Strong recruiting and sourcing network
- HR experience with government contractor preferred

Thank you for considering me to become a member of your team.

Sincerely,

Armani Bailey